

2012



CONCEPT PAPER

STATEWIDE ESF 8 FUNCTIONAL EXERCISE FOR 2013



Concept Paper: Statewide ESF 8 Functional Exercise

November 14, 2012

INTRODUCTION

In order to implement the lessons learned from Hurricane Isaac and to responsibly prepare for the coming 2013 season, we are proposing a Statewide ESF 8 Exercise to be held in June 2013. The purpose of this concept paper is to outline the broad strokes for the Exercise, obtain approval from ESF 8 leadership to proceed and to identify the next steps for planning the operations.

The purpose of the exercise is to reinforce the consistent and correct use of protocols and ESF 8 systems throughout an event cycle. In the planned exercise, a hurricane scenario will be used so that all players can walk through protocols and actions from the pre-activation stage through the recovery phase, including cemetery disruption response operations.

Due to the nature of the exercise, we will not include the operations involved in Sheltering or EMS activities, as our core systems do not significantly touch these areas.

The outcomes hoped for include:

- ⇒ Training and “shake out” of the new EMSTAT application
- ⇒ Reinforcement of the system protocols by State ESF 8 personnel, DRCs, and facilities
- ⇒ Identification of weak spots and areas for improvement
- ⇒ Sufficient data to design targeted training programs and core system modifications that can be implemented before the peak of the 2013 season occurs.

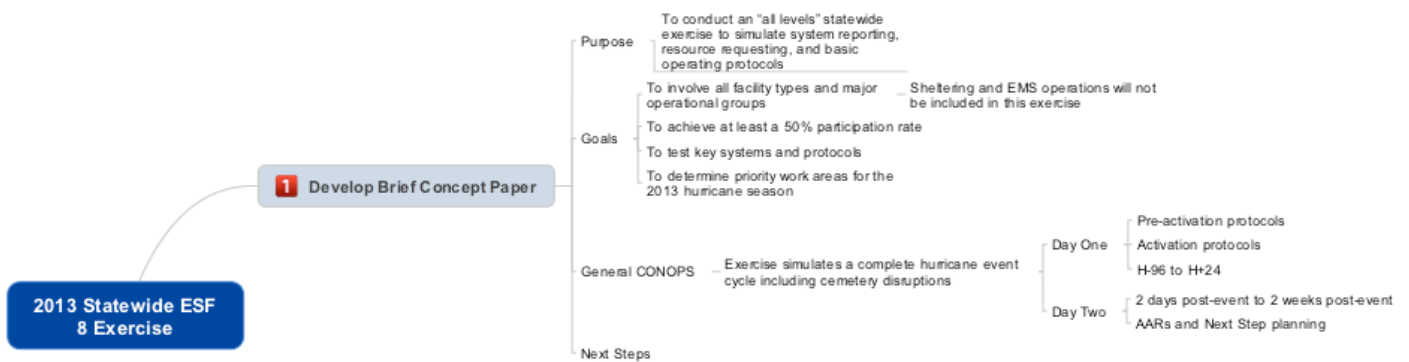
This exercise will be conducted according to HSEEP Functional Exercise standards. A Functional Exercise is one that examines and/or validates the coordination, command, and control between multi-agency coordination centers and does not involve any “boots on the ground”. All patient and/or facility evacuation and movement will be notional.

1 OVERALL CONCEPT AND ORGANIZATION

The following graphic illustrates the broad strokes for development and execution of the Exercise. These five major activities will ensure that the exercise can be conducted in a manner that gives us the best chance to achieve the desired outcomes:

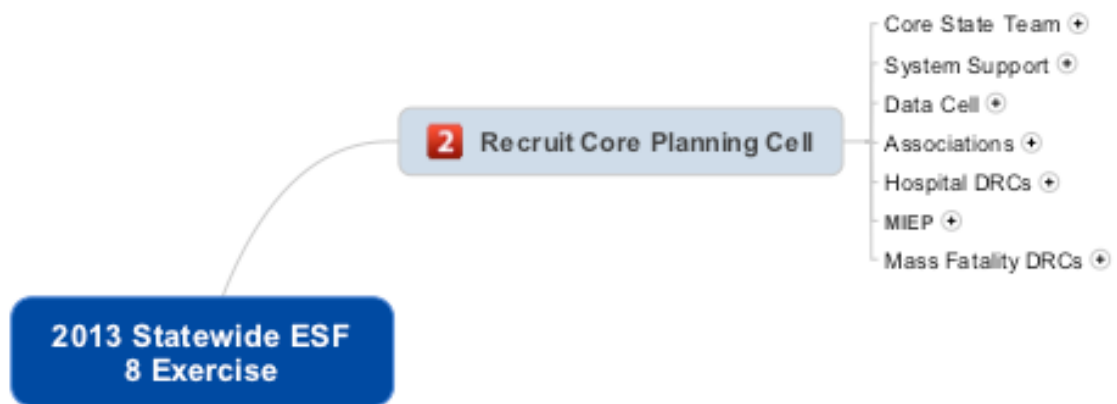


This concept paper is organized as follows:



2 CORE STATE PLANNING TEAM

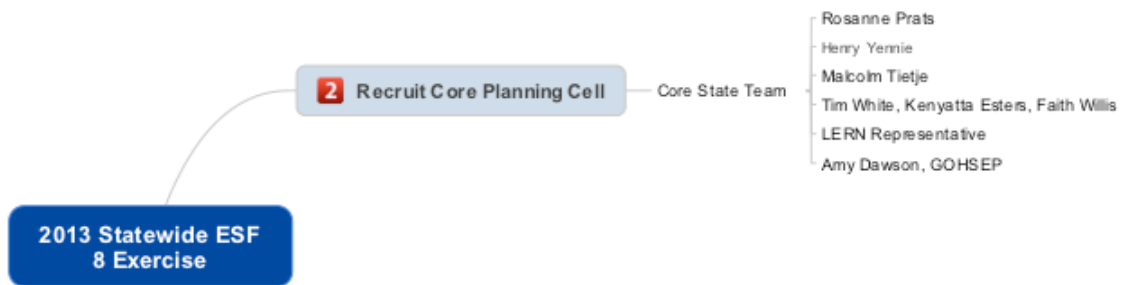
After the concept paper has been developed and discussed, we anticipate that senior ESF 8 leadership will approve the plan and exercise. Once this approval is gained, we will recruit the core planning cell. The composition of this core group is outlined in the graphic below:



There are six major groups represented on the core planning cell:

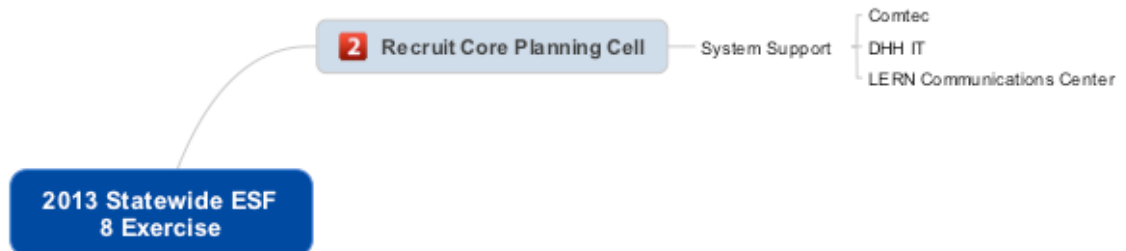
1. State DHH staff
2. Information system support staff
3. Data Cell staff
4. Representatives from the three major provider associations
5. A group of key DRCs
6. Representatives of TPMRC-A for support of MIEP simulations
7. Representatives of the Mass Fatality DRC group

The Core DHH Team is as follows:



This core group guides the overall exercise planning, execution and evaluation. This group will finalize the planning and execution timelines and responsibilities. At the direction of Dr. Prats, Henry Yennie will lead this group.

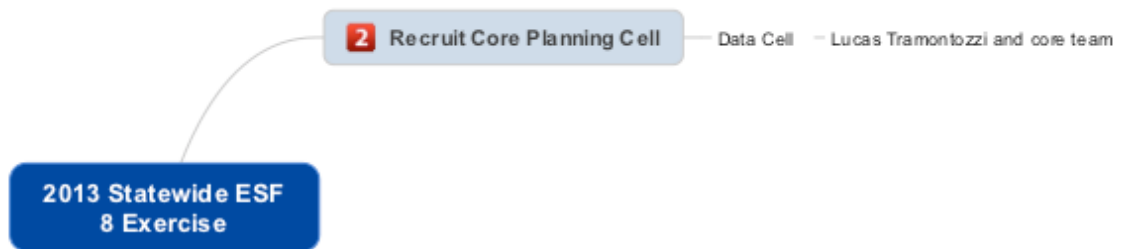
The core support team members include:



These team members will plan for ESF 8 application support needs and application availability. We may also use this opportunity to test business continuity plans.

The team leader for this group will be Chris Dykes, CIO for DHH or his designee.

The core Data Cell team includes:

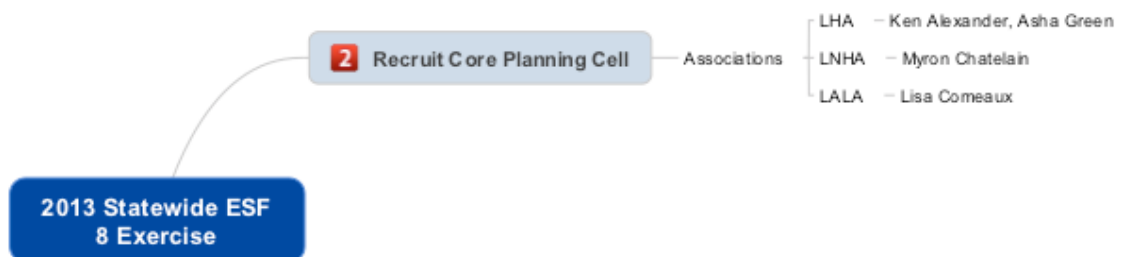


This team will simulate Data Cell operations, focusing primarily on gathering and processing information requests from leadership. There will be less of an emphasis on calling facilities as a primary activity in this exercise.

Representatives from DHH leadership may augment this team to “query” the Data Cell for situation reports and operational visibility.

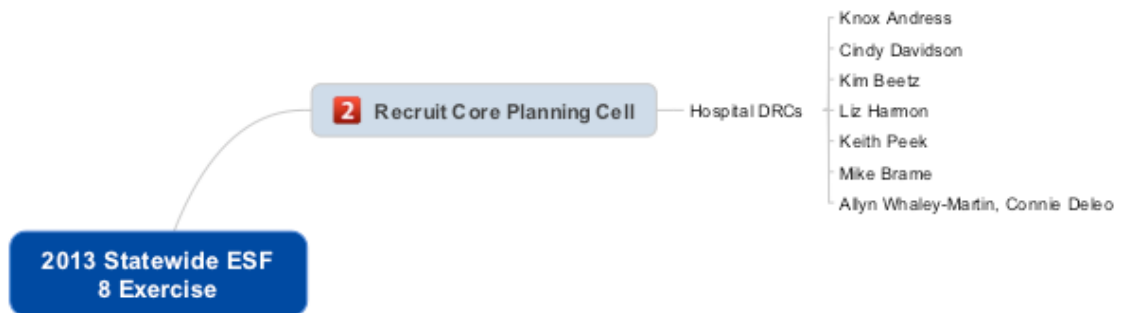
Lucas Tramontozzi or his designee will be the team leader for this group.

The association representatives include:



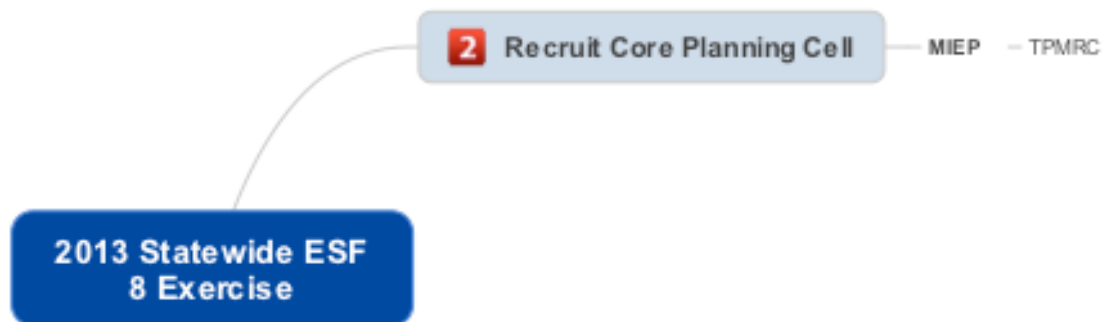
These team members play a key role not only in communicating with facilities but in use of ESF 8 systems to avoid redundant facility calls during an event. The team leader for this group will be Ken Alexander.

The core Hospital DRC group could include:



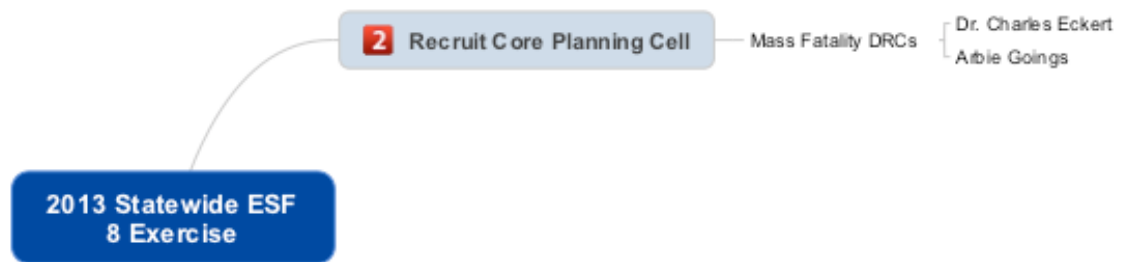
We would request that the Hospital group select both team leader and one or two representatives from the entire group to keep the core planning cell size at a manageable level. The Hospital DRC group will assist local facilities during the exercise and interact with the State ESF 8 team.

The MIEP Group includes:



We would expect participation from TPMRC-A to test our ability to manifest hospital patients for evacuation using the MIEP model. Henry Yennie will be the team leader for this group.

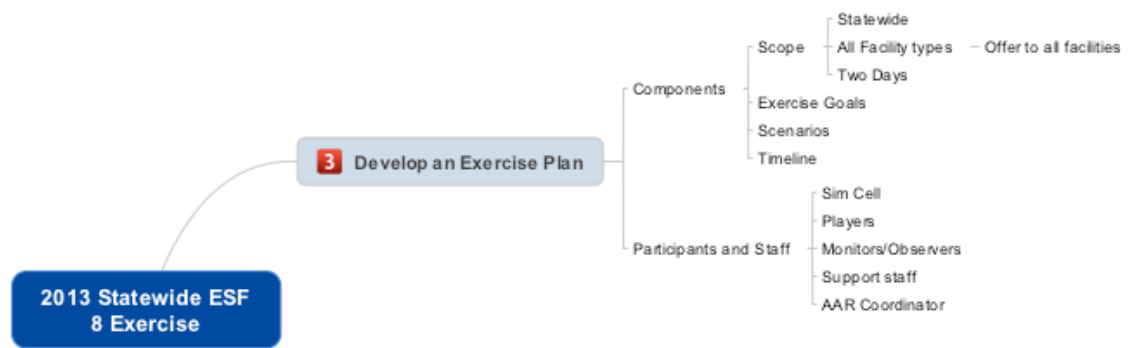
Finally, the Mass Fatality group includes:



This group will focus primarily on cemetery disruption scenarios and interaction with the Data Cell. Henry Yennie will be the team leader for this group.

3 EXERCISE PLAN

The exercise plan will be developed according to HSEEP standards. Aside from the boilerplate components and language, key sections will include:

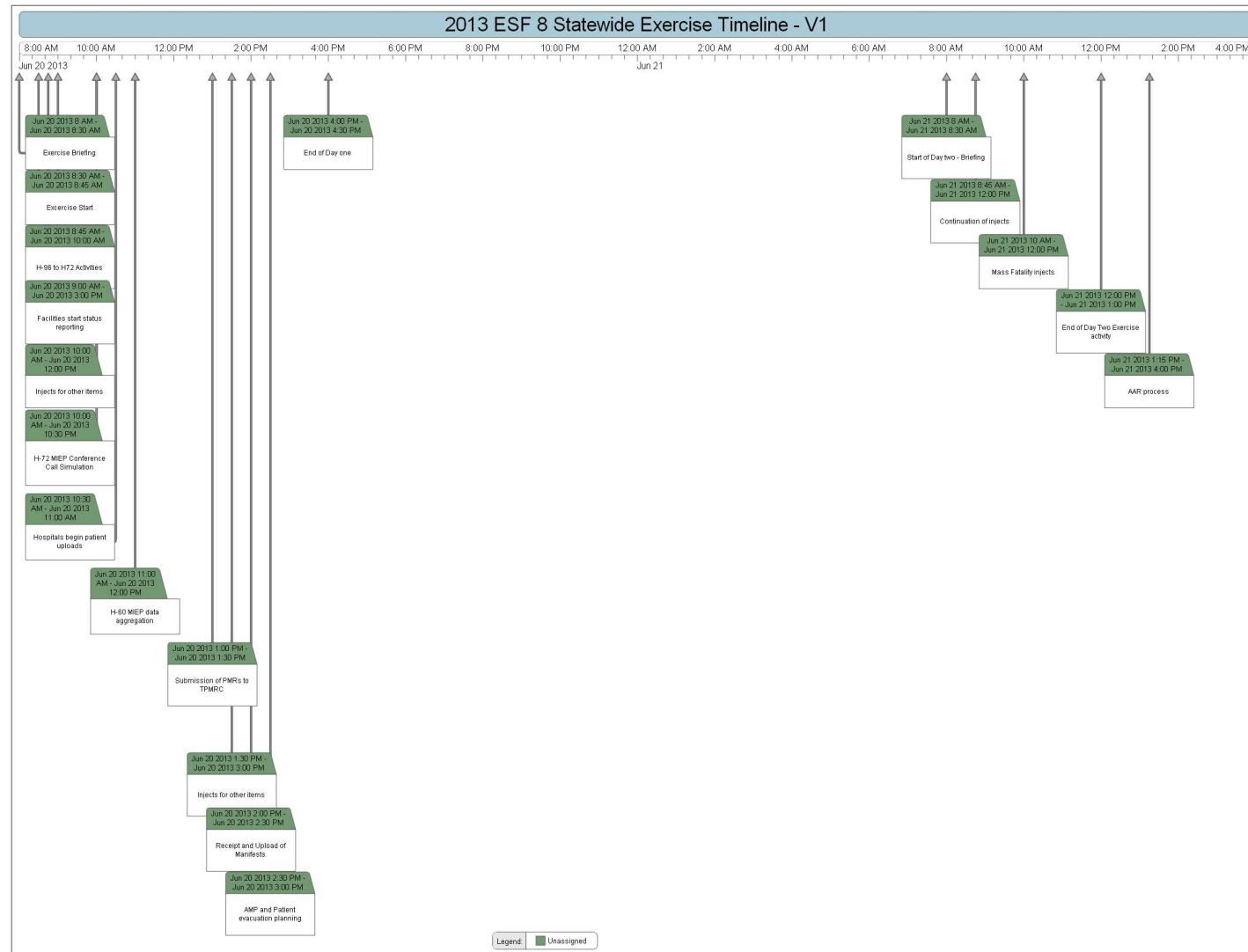


Summary points about the overall exercise plan include:

- ⇒ The exercise will occur over two days, with an AAR occurring on the last day.
- ⇒ The scope will be statewide and include all facility types. We will encourage all facilities to participate for both days.
- ⇒ The broad goals of the exercise include:
 - Involvement of all facility types
 - At least a 50% facility participation rate
 - To test the use of all key systems and protocols
 - To determine the priority work areas for the 2013 hurricane season.

It should be stated that Sheltering operations and EMS operations will not be part of this exercise. While they are certainly significant responsibilities of ESF 8, they are the least affected by the core ESF 8 systems. It is anticipated that separate exercises will be conducted for these two areas in preparation for the 2013 season.

Following is a first-draft timeline. Please note that dates and times may change:



A table of the proposed timeline of events is as follows:

Event	Start Date	Start Time	End Date	End Time
Exercise Briefing	Jun 20 2013	8:00 AM	Jun 20 2013	8:30 AM
Exercise Start	Jun 20 2013	8:30 AM	Jun 20 2013	8:45 AM
H-96 to H72 Activities	Jun 20 2013	8:45 AM	Jun 20 2013	10:00 AM
Facilities start status reporting	Jun 20 2013	9:00 AM	Jun 20 2013	3:00 PM
H-72 MIEP Conference Call Simulation	Jun 20 2013	10:00 AM	Jun 20 2013	10:30 PM
Hospitals begin patient uploads	Jun 20 2013	10:30 AM	Jun 20 2013	11:00 AM
H-60 MIEP data aggregation	Jun 20 2013	11:00 AM	Jun 20 2013	12:00 PM
Submission of PMRs to TPMRC	Jun 20 2013	1:00 PM	Jun 20 2013	1:30 PM
Injects for other items	Jun 20 2013	10:00 AM	Jun 20 2013	12:00 PM
Receipt and Upload of Manifests	Jun 20 2013	2:00 PM	Jun 20 2013	2:30 PM
AMP and Patient evacuation planning	Jun 20 2013	2:30 PM	Jun 20 2013	3:00 PM
Injects for other items	Jun 20 2013	1:30 PM	Jun 20 2013	3:00 PM
End of Day one	Jun 20 2013	4:00 PM	Jun 20 2013	4:30 PM
Start of Day two - Briefing	Jun 21 2013	8:00 AM	Jun 21 2013	8:30 AM
Continuation of injects	Jun 21 2013	8:45 AM	Jun 21 2013	12:00 PM
Mass Fatality injects	Jun 21 2013	10:00 AM	Jun 21 2013	12:00 PM
End of Day Two Exercise activity	Jun 21 2013	12:00 PM	Jun 21 2013	1:00 PM
AAR process	Jun 21 2013	1:15 PM	Jun 21 2013	4:00 PM

NOTE: Times and Dates may change.

4 RECRUIT OPERATIONAL TEAM LEADERS

The purpose of this group is to manage and simulate several key functions including:

- ⇒ The GOHSEP EOC team and it's role in managing resource requests from the field
- ⇒ The Data Cell in its role in obtaining information from facilities and organizing responses to questions from leadership during the event
- ⇒ The three facility groups in their roles of communicating with their respective facilities and vetting resource requests and critical statuses
- ⇒ The Mass Fatality team in its role in organizing a response to cemetery disruptions.



These team leaders will be responsible for:

- ⇒ Communicating with the state ESF 8 team
- ⇒ Marketing participation to facilities in their region
- ⇒ Assisting with the AAR activities as needed
- ⇒ Providing exercise support as needed by local facilities

The primary team leader for this group will be Tim White.

5 ACTION PLAN BASED ON THE AAR

A centralized AAR will be facilitated by a Coordinator, allowing for participation by persons in the field. As needed, AARs will be coordinated at the local level.

The team leader for this function will be Faith Willis.



CONCLUSION AND NEXT STEPS

We believe this exercise or something similar is critical to prepare for the 2013 hurricane season. ESF 8 is deploying a major upgrade to EMSTAT that is integrated into the ESF 8 Portal. This upgrade has a major re-design in the user interface, and we need an opportunity to conduct a large-scale test outside of a real event or a training environment.

The next steps after review of this concept paper include:

- ⇒ Finalize the overall structure and flow of the exercise
- ⇒ Obtain approval from ESF 8 leadership
- ⇒ Obtain support from the Associations
- ⇒ Recruit and organize the Core State Planning Cell

Once this planning cell is organized, we can conduct the first planning meeting to finalize the major tasks and scheduling points.